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**From:** Fox, Rob [Fox.Rob@epa.gov]  
**Sent:** 11/21/2019 6:22:36 PM  
**To:** Mosher, Eric [Mosher.Eric@epa.gov]; Rotola, Joe [Rotola.Joe@epa.gov]; Pane, Mark [Pane.Mark@epa.gov]; Petersen, Chris [petersen.chris@epa.gov]; Carroll, Craig [Carroll.Craig@epa.gov]; Webster, Susan [webster.susan@epa.gov]; Rothery, Deirdre [Rothery.Deirdre@epa.gov]; Williams, Laura [williams.laura@epa.gov]  
**Subject:** RE: Due 12/21/2018: Administrative and Logistical Checklist for 2018 Removal Actions  
**Attachments:** Template End of Year A&L Checklist FY18 R2.xlsx; Template End of Year A&L Checklist FY18 R6.xlsx; Template End of Year A&L Checklist FY18 R8.xlsx

Hello everyone,

In demonstration that old requests never die, I'm following up on this ask from last December. I missed following up since I was swamped with my fellowship, then the shutdown, and then my daughter being born at the time. I have the A&L checklist information for FY18 removal actions except from your regions. I was reminded to get in touch because I'm about to send the same request for the FY19 removal actions.

I particularly want to have this information complete, since I think it will be useful in helping with the workload analysis model workgroup's efforts.

Rob Fox  
*Pronouns: he/his/him*  
OLEM/OEM/RMD/PMT  
Desk – 202-564-1538  
Cell – 202-816-2173

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**From:** OEM HQ Request  
**Sent:** Thursday, November 29, 2018 2:57 PM  
**To:** Tucker, Carol <tucker.carol@epa.gov>; Lovely, William <Lovely.William@epa.gov>; Bzenas, Ted <Bzenas.Ted@epa.gov>; Mosher, Eric <Mosher.Eric@epa.gov>; Rotola, Joe <Rotola.Joe@epa.gov>; Pane, Mark <Pane.Mark@epa.gov>; Gross, Bonnie <Gross.bonnie@epa.gov>; Boyd, Kevin <Boyd.Kevin@epa.gov>; Burns, Francis <Burns.Fran@epa.gov>; Towle, Michael <Towle.Michael@epa.gov>; Webster, James <Webster.James@epa.gov>; Taylor, Matt <Taylor.Matt@epa.gov>; El-Zein, Jason <el-zein.jason@epa.gov>; Borries, Samuel <borries.samuel@epa.gov>; Crossland, Ronnie <Crossland.Ronnie@epa.gov>; Petersen, Chris <petersen.chris@epa.gov>; Smith, Monica <smith.monica@epa.gov>; Webster, Susan <webster.susan@epa.gov>; Buchholz, Ken <Buchholz.Kenneth@epa.gov>; Williams, David (R7) <Williams.Dave@epa.gov>; Ruiz, Adam <Ruiz.Adam@epa.gov>; Ostrander, David <Ostrander.David@epa.gov>; Williams, Laura <williams.laura@epa.gov>; Meer, Daniel <Meer.Daniel@epa.gov>; Clements, Mindy <clements.mindy@epa.gov>; Guria, Peter <Guria.Peter@epa.gov>; Terada, Calvin <Terada.Calvin@epa.gov>; Moon, Wally <Moon.Wally@epa.gov>; Sheldrake, Beth <sheldrake.beth@epa.gov>  
**Subject:** Due 12/21/2018: Administrative and Logistical Checklist for 2018 Removal Actions

**Due Date:** COB 12/21/2018

**Contact:** Rob Fox, [fox.rob@epa.gov](mailto:fox.rob@epa.gov) 202-564-1538 or 202-816-2173.

**Instructions:**

Find your Region's attached Administrative and Logistical Checklist file. For each removal action in your file, mark Yes or Y for those checklist items that apply to that removal action. The removal actions that were reported for your region have been entered into the file for you.

**Background:**

This is part of the annual work OEM does to better understand the work we conduct at removal sites. If you ever have questions about your prior years' information or would like it analyzed in some way to better understand it, ask and we can work on that together.

**Attachments:** Template End of the Year A&L Checklist FY18 RX.xlsx

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